

HANDBOOK 19 FINANCIAL MANAGEMENT  
CHAPTER 4 - WORKING FUND, REVOLVING FUND, DEPOSIT FUND, TRUST  
FUND, AND GENERAL FUND RECEIPT ACCOUNT  
STRUCTURE

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## CHAPTER 4

### WORKING FUND, REVOLVING FUND, DEPOSIT FUND, TRUST FUND, AND GENERAL FUND RECEIPT ACCOUNT STRUCTURE

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## CHAPTER 4

### WORKING FUND, REVOLVING FUND, DEPOSIT FUND, TRUST FUND, AND GENERAL FUND RECEIPT ACCOUNT STRUCTURE

#### **4A. General**

1. This directive sets forth account symbols and titles currently applicable to Working Funds, Revolving Funds, Deposit Funds, Trust Funds, and General Fund (Miscellaneous) Receipts Accounts, stated in terms of U.S. dollars in the accounts of the U.S. Treasury, for which AID is responsible or administratively accountable. These accounts are assigned by the Department of the Treasury consistent with the principles established in Chapter 2, Title 7 of the General Accounting Office Manual for Guidance of Federal Agencies. Responsibility is identified with accounts covering funds available to AID for obligation and/or disbursement. Administrative accountability is identified with accounts for which AID acts as the collecting agency for repayment to appropriations or credit to other funds.

2. Paragraphs 4B and 4C set forth, respectively, the expenditure and receipt account classifications under which the above accounts are identified. These are summarized by account symbol and title in Attachment A.

3. Accounts covering appropriation transfers to AID from the Executive Office of the President are included in Handbook 18, Information Services, Appendix D, Codes and Numbering Systems Used in AID.

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#### **4B. Expenditure Accounts**

##### 1. Consolidated Working Fund Accounts

a. These accounts are established to receive (and subsequently disburse) advance payments from appropriations of other Federal agencies for goods or services to be furnished by AID as the performing agency. Advances from the ordering agency are considered as expenditure transactions to that agency. The transactions are documented and processed by a SF 1081, Voucher and Schedule of Withdrawals and Credits, or SF 1080, Voucher for Transfers Between Appropriations and/or Funds (the latter used when advance payments are made by check).

b. Consolidated working funds may be credited with advances from more than one appropriation for the procurement of goods or services to be furnished by AID with the use of its own facilities within the same fiscal year. The period of availability for obligation and disbursement of consolidated working funds is determined by the basic appropriation of the agency from which the advance is made. AID uses the working fund for only special situations and it is subject to the usual allotment controls and reporting requirements.

c. The authorized and established AID consolidated Working Fund Account symbol and title is as follows:

Account Symbol	Account Title
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723900	Consolidated Working Fund, Agency for International Development General (Fiscal Year or no year) (31 USC 686, 686-1)
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## 2. Revolving Fund Accounts

a. These accounts are authorized by specific provisions of the Foreign Assistance Act of 1961, as amended, to finance a continuing cycle of operations with receipts derived from such operations available in their entirety for use of the fund. The revenues produced by the fund are available without further appropriation action by the Congress but are subject to apportionment action by the Office of Management and Budget.

b. Revolving funds for which AID is currently responsible derive their receipts from both non-Government and Government (other appropriations and funds) sources.

c. Symbols and titles of Revolving Fund accounts authorized for use by AID are as follows:

Account Symbol	Account Title
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72X4340	Housing and Other Credit Guaranty Programs, Agency for International Development
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72X4590	Acquisition of Property Revolving Fund, Agency for International Development
---------	--

72X4175	Property Management Fund, Agency for International Development
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72X4341	Private Sector Revolving Fund Agency for International Development
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## 3. Deposit Fund Accounts

a. These accounts are combined receipt and expenditure accounts established for recording collections, which are treated as Government liabilities, outside of the Budget, as part of the means of financing. A Deposit Fund classification is established for any account, which meets any of the five following criteria:

(1) Unearned income for services or benefits yet to be provided by the Government - This includes all moneys held by the Government in advance of Government performance which, when earned, are (a) credited, in whole or in part, to an account within the Budget (i.e., to a receipt, appropriation, or fund account, including a trust fund account within the Budget); or (b) refunded for any unearned, inapplicable portion.

(2) Moneys withheld by the Government from payments for goods and services received -This type of transaction is treated as a Deposit Fund liability only when a budget account has been charged and the funds are being held by the Government pending payment; e.g., payroll deductions for Savings Bonds or State Income Taxes.

(3) Deposits received from outside sources for which the Government is acting solely as a banker, fiscal agent, or custodian.

(4) Moneys held by the Government awaiting distribution on the basis of a legal determination or investigation -This category includes moneys in dispute (between the

Government and outside parties) where ownership is in doubt and there is no present basis for estimating ultimate distribution.

(5) Unidentified Remittances

(a) These remittances are credited as suspense items outside the Budget (Account 72X6875) unless there is a reasonable presumption that they will ultimately be credited to a receipt, appropriation, or fund account within the Budget; or experience has shown that the preponderance of unidentified remittances are eventually credited to an account within the Budget.

(b) Unidentified collections presumed to be applicable to the Budget accounts in general, as defined above, but required to be held in suspense because the specific account to be credited is not yet known, are placed in Account 72F3875 Budget Clearing Account (Suspense). This account has been established to give immediate budget effect with respect to all items for which ultimate credit to a Budget account is a reasonable presumption.

b. These collections are reviewed not less frequently than quarterly to assure that the balance of each account is current and all proper refunds and transfers have been made.

c. Deposit Fund account symbols consist of the two-digit Agency index number (72) assigned to AID by the Department of the Treasury; the no year period of availability symbol (X); and a four-digit account designation symbol within the Deposit Fund series (6000 through 6999). Certain Deposit Fund Accounts must also identify the country for which it is specifically authorized. In such cases, the three-digit country (geographic) code, prescribed by Handbook 18, Section III, Appendix D, is shown parenthetically after the four-digit account designation symbol. (See Section 4B3d(1).)

d. Symbols and titles of Deposit Fund (Liability) Accounts authorized for use by AID are as follows:

(1) Accounts 6000 through 6299 denoting deposit liabilities where the Government acts as fiscal agent or banker:

Account Symbol	Account Title
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72X6050	Employee's Payroll Allotment Account, United States Savings Bonds, Agency for International Development
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72X6117	(Country Irrevocable Letters of Credit Issued to (Country), Code) Agency for International Development (31 USC 66b)
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72X6121	(Country Irrevocable Letters of Credit (Triangular) Code) Issued to the Government of (Country), Agency for International Development
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72X6122	(Country Dollar Deposits by Barter Contractors, Government Code) of (Country), Agency for International Development
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72X6122 (899)	Dollar Deposits by Barter Contractors for Excess Property Revolving Fund, Agency for International Development
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72X6130	Employee and Employer Contributions, Foreign Government Social Security and Related Programs, Agency for International Development (22 USC 889)
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72X6131 Employee and Employer Contributions, Private Insurance Plan Agency for International Development (22 USC 889)

72X6275 Withheld State and Local Taxes, Agency for International Development

(2) Accounts 6800 through 6999 covering moneys held in suspense pending a determination of their disposition:

Account Symbol Account Title

72X6809 Suspense Deposits Abroad, Agency for International Development (31 USC 66b)

72X6875 Suspense, Agency for International Development (See paragraph 4B3a(5))

e. Certain additional accounts are handled as Deposit Fund (Liability) Accounts although the account symbols do not conform with the 6000 through 6999 series applicable to this fund classification as provided in paragraph 4B3c above. The basic four-digit designation symbol, preceded by the two-digit Receipt Account which is used as a clearing account to accumulate specific collections for subsequent transfer to another Agency, as appropriate. (See paragraph 4C2 below for Budget Clearing Accounts.)

#### 4. Trust Fund Expenditure Accounts

a. These accounts are for the purpose of recording expenditures against receipts held in trust, where AID acts in a fiduciary capacity, in carrying out specific purposes and programs in accordance with international agreements or U.S. statutory requirements. Symbols for these accounts consist of the two-digit Agency index number (72); the no-year period of availability symbol (X); and a four-digit account designation symbol within the trust fund series (8000 through 9999).

b. Symbols and titles of Trust Fund Expenditure Accounts authorized for use by AID are as follows:

Account Symbol Account Title

72X8502 Technical Assistance, United States Dollars Advanced from Foreign Governments, Agency for International Development (22 USC 2761, 2762)

72X8824 Gifts and Donations Agency, Agency for International Development (22 USC 2395(d))(See Appendix 4A)

c. Certain additional Trust Fund Expenditure Accounts, for which the Office of Personnel Management is directly responsible, are identified for memorandum purposes in expenditure vouchers recording and transferring contributions by employees and by AID to the respective Office of Personnel Management Trust Fund Expenditure Accounts. AID/FM does not credit these accounts but reflects AID transactions in the fiscal records controlled by the Central Accounting Division, FM/CAD, and the Employee Service Division, FM/ESD. The Office of Personnel Management Trust Fund Expenditure Accounts are not maintained by AID but are established by the Department of the Treasury for use of the Office of Personnel Management to cover payments received from various agencies for applicable employee benefits. The applicable Trust Fund Expenditure Account symbols consist of the two-digit agency index number (24) assigned to the Office of Personnel Management; the no year period of availability symbol (X); a four-digit account designation symbol within the trust fund series (8000 through 9999); and the AID index number (72) shown as a parenthetical suffix following the four-digit account designation

symbol. Trust Fund Expenditure Account symbols and titles authorized for use by the Office of Personnel Management are as follows:

Account Symbol Account Title

24X8135.1(72) Deductions from Employees' Salaries, Civil Service Retirement and Disability Fund (5 USC 8331, 8334(a))

24X8135.2(72) Employing Agency Contributions, Civil Service Retirement and Disability Fund (5 USC 8331, 8334(a))

24X8135.8(72) Credits for Withholding and Contributions Civil Service Retirement and Disability Fund (5 USC 8831-8848) (OPM Form-7310)

24X8424(72) Employees Life Insurance Fund, Office of Personnel Management (5 USC 8702,8707)

24X8440(72) Employees Health Benefits Fund, Office of Personnel Management (5 USC 8909)

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## **4C. Receipt Accounts**

### **1. Classification**

AID receipt accounts currently authorized for use by the Agency fall within the major fund classifications applicable to General Fund (Miscellaneous) and Trust Fund Receipts (Handbook 18, Appendix D).

### **2. General Fund (Miscellaneous) Receipt Accounts**

These accounts, established for the collection of general income receipts of the Government, which are not dedicated to specific purposes, are divided into two categories; namely, Governmental Receipts and Proprietary Receipts. Governmental Receipts (major classes 0100 through 1200) arise from the sovereign and regulatory powers unique to the Government. Included in this category are Clearing Accounts for Undistributed Collections of the Agency (major class 3800). See also 3800 Clearing Accounts. Proprietary Receipts (major classes 1400 through 3000) are those that are market-oriented or derived from activities, which are operated as business-type enterprises. Receipts from specific sources required by law to be deposited into other designated funds or accounts are excluded. Symbols for AID receipt accounts consist of the two-digit Agency index number (72) and a four-digit account designation in the general fund receipt series (0000 through 3899). Symbols and titles of General Fund Receipt Accounts applicable to classes of receipts, which may be collected by AID, are given herein. When required, additional General Fund Receipt Accounts will be provided by AID/W, Accounting Systems Division, FM/ASD, to cover collections not listed below:

0800 Fees for Regulatory and Judicial Services

Fees and other charges, which result from the exercise of a governmental function of a regulatory or judicial nature.

Account Symbol Account Title

720890 Miscellaneous fees for regulatory and judicial services, not otherwise classified

Includes such items as hunting and fishing permits; prospecting permits; licenses under the Federal Power Act; motor vehicle permits; customs permits and licenses under the Federal Firearms Act; and licenses or permits under the Organized Crime Control Act of 1970.

1000 Fines, Penalties, and Forfeitures

Moneys received from levies imposed for violation of laws and regulations; confiscated or unclaimed funds; and proceeds from confiscated or unclaimed property.

Account Symbol Account Title

721060 Forfeitures of unclaimed money and Property

Unclaimed money and proceeds from the sale of abandoned property. Includes such items as funds and proceeds of enemy property; unclaimed proceeds of estates of American citizens who die abroad; unexplained balances in cash accounts; and unclaimed amounts in employees' payroll allotment accounts for U.S. savings bonds.

721099 Fines, penalties, and forfeitures, not otherwise classified

All other fines, penalties, and forfeitures, other than those arising out of contracting or similar business transactions. Includes such items as forfeitures of moneys remaining in registry of courts 5 years or longer; penalties for trespass and depredations on public lands and reservations; fines assessed under local laws administered by the United States (as in the Canal Zone); fines for library books and broken records; and bribes to U.S. officers.

1200 Gifts and Contributions

Funds or proceeds from property voluntarily transferred to the Government without compensation or valuable consideration.

Account Symbol Account Title

721299 Gifts to the United States, not otherwise classified

Gifts, bequests, and unconditional donations to the United States.

1400 Interest Foreign Loans and Deferred Payments

Interest on loans to or other indebtedness of foreign governments, or to individual and private organizations specifically for use in foreign countries.

Account Symbol Account Title

721435 General fund proprietary interest, not otherwise classified

Includes such items as interest on deferred collections or payments (other than interest relating to foreign transactions -see 721466 above), and interest received on securities owned by Government agencies.

721466 Interest on loans, Foreign Assistance Act of 1961



Interest on dollar repayable loans administered by AID under AID or predecessor agency programs.

#### 2800 Realization Upon Loans and Investments

Proceeds from the liquidation of, or realization upon, intangible assets, including the return to the Government of moneys previously invested, loaned, or advanced; and the sale, retirement, or cancellation of Government-owned stocks, bonds, and securities.

Account Symbol Account Title

72F2866 Repayment of Foreign Loans Clearing Account

Used to record receipt and subsequent disbursement of loan repayments on AID loans which are subsequently transferred to other entities.

#### 2900 Repayment of Loans under Federal Credit Programs

The series of accounts listed below are for AID use only for recording repayments of principal on dollar repayable loans. (Interest collections on these loans are credited to Receipt Account 721466.) Each Receipt Account is identified with the related loan number under which loan disbursement was made.

Account Symbol Account Title

722941 Dollar repayments of loans, Agency for International Development

Repayments of principal on dollar repayable loans administered by AID under AID and predecessor agency programs.

#### 3200 Recoveries and Refunds

Account Symbol Account Title

723220 General Fund Proprietary Receipts, not otherwise classified, all other

Includes such items as sale or rent of real property, equipment, and other personal property; royalties; sale of publications and reproductions; fees and other charges for accounting and auditing services; service charge for allotment of pay for savings accounts; fees or other charges for communications and transportation services, charges for testing, inspection, and grading of agricultural products; business concessions; proceeds from the sale of scrap and salvage materials; recoveries and refunds; repayments of loans and advances, Government-sponsored enterprises.

#### 3800 Clearing Accounts

All undistributed collections of the Agency which ultimately will be credited to a receipt, appropriation, or fund account within the Budget The basic four-digit account designation symbol preceded by the Agency index number (72) and the letter F identify the Budget Clearing Accounts as follows:

Account Symbol Account Title

72F3845 Proceeds of sale personal property

Deposit of proceeds from the sale of any AID-owned personal property which has general usage throughout the Agency. These are utilized for procurement of like property as

required on a worldwide basis and as authorized by AID/W, FM, in coordination with SER/MO.

#### 72F3875 Budget clearing account (suspense)

Deposits which are to be held in suspense for a limited time period until the specific AID appropriation or Miscellaneous Receipt Account to be credited is identified.

The purpose of the account is to give immediate effect to unidentified remittances presumed to be applicable to Budget accounts but required to be held in suspense because the specific account to be credited is not yet known. AID is required to make every effort to maintain a minimum balance in this account by transferring moneys initially classified in the account to the proper account as expeditiously as possible.

#### 72F3878 Deposit In Transit Differences (Suspense)

To record and adjust aged, deposits differences for clearance by ALC. Treasury charges back aged, unreconciled D.I.T. differences to this account six months after the differences has been reported to the AID.

#### 72F3885 Undistributed Intra-governmental Payments

To record loan collections for P.L. 480 only

### 3.Trust Fund Receipt Accounts

These accounts are established to cover the collection of receipts to Trust Fund Accounts identified with specific programs and purposes in accordance with Section B4. AID collections held in trust for uses set forth by agreement or statute are immediately available for expenditure without further action by the Congress. (See Treasury Department -General Accounting Office Joint Regulation No 3, dated June 12, 1951, as amended, which designates these receipts as available.) Accordingly, amounts collected by AID are concurrently accounted for in the related Trust Fund Expenditure Accounts identified under paragraph 4B4. Trust Fund Receipt

Accounts symbols and titles covering AID collections thereto, where the Agency acts in a fiduciary capacity, are as follows:

#### Account Symbol Account Title

72F8186.1 Deductions from employees salaries, Foreign Service Retirement and Disability Fund (22 USC 1071)

72F8186.3 Voluntary contributions, donations, service credit payments, etc., Foreign Service Retirement and Disability Fund (22 USC 1116)

72F8186.4 Employing agency contributions, Foreign Service Retirement and Disability Fund(22 USC 1101)

72F8186.5 Receipts from Civil Service Retirement and Disability Fund, Foreign Service Retirement and Disability Fund (22 USC 1092)

72X8502 Technical Assistance, United States Dollars Advanced from Foreign

72X8502(AR) Available Receipts.

AR at the end of the fund symbol indicates the receipt of trust funds which pursuant to law or trust fund agreement are immediately available in their entirety as an appropriation to the Agency for expenditures without further action by Congress. Deposits received from a host government must show the (AR) designation behind the fund symbol, 72X8502(AR), in order for the Treasury and FM/CAD to properly account for the deposit and establish the fund availability.

72X8824 Gifts and Donations, Agency for International Development (22 USC 2395(d))

72X8824AR Available Receipts

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## **4D.Repayments Under Lapsed or Expended Appropriations**

### **1.Collections Under Expended Accounts**

Collections, applicable to expended accounts, which have been merged with other accounts, will be deposited into the merged accounts. If collections arise for accounts that have lapsed or expended and not merged with other accounts, the collections will be deposited to an account for the same general purpose with which the lapsed or expended account would have been merged had there been balances.

### **2.Deposit Documentation**

Canceled checks pertaining to lapsed appropriations are deposited by using Standard Form 215, Deposit Ticket, for credit to an account for the same general purpose as indicated in Section 4D1.

### **3.Clearing Accounts Receivable**

The applicable accounts receivable for which amounts are collected in Sections 4D1 and 4D2 must be cleared from the fund account under which the filling was established.

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## **Attachment A Summary Listing**

AID Working Fund, Revolving Fund, Deposit Fund, Trust Fund, and General Fund Receipt  
Account Structure

### **A. EXPENDITURE ACCOUNTS**

#### **1.Consolidated Working Fund Account (Fund Group)**

Major Class Account

Symbol Title Symbol Title

3900 Consolidated 723900 Consolidated Working Working Fund, Working Fund AID, (Fiscal Year)(X for no year)

2. Revolving Fund Accounts (Fund Group)

Major Class Account  
Symbol Title Symbol Title

4000-4499 Public Enterprise 72X4340 Housing and Other Credit Guaranty Programs, AID

72X4341 Private Sector Revolving Fund, AID

4500-4999 Intragovernmental 72X4590 Acquisition of Property Revolving Fund, AID

3. Deposit Fund Accounts (Fund Group)

Major Class Account  
Symbol Title Symbol Title

6000-6299 Deposit Fund 72X6050 Employees' Payroll (fiscal agent) Allotment Account United States Savings Bonds, AID

72X6117 Irrevocable Letters of Credit Issued (Cty Code) to (Country), AID  
72X6121 Letters of Credit (Triangular) (Cty Code) Issued to the Government of (Country), AID

72X6122 Dollar Deposits by Barter (Cty Code) Contractors, Government of (Country), AID

72X6122 Dollar Deposits by Barter Contractors, (Cty Code) Government of (Country), AID  
72X6122(899) Dollar Deposits by Barter

72X6130 Employee and Employer Contributions, Foreign Government Social Security and Related Programs, AID

72X6275 Withheld State and Local Taxes, AID Related Programs, AID

3. Deposit Fund Accounts (Fund Group)

Major Class Account  
Symbol Title Symbol Title

6100-6999 Deposit Fund 72X6131 Employee and Employer Contributions, (for distribution Private Insurance Plans, AID to other accounts)

72X6809 Suspense Deposits Abroad, AID

72X6875 Suspense, AID

4. Trust Fund Expenditure Accounts (Fund Group)

Major Class Account  
Symbol Title Symbol Title

8000-8399 Trust Fund (depart-72X8502 Technical Assistance, 8500-8999 ments and agencies) United States Accounts Dollars Advanced from Foreign Governments, AID

72X8824 Gifts and Donations, AID

/Office of Personnel Management Trust Fund Expenditure Accounts Identified on AID  
Expenditure Vouchers/

24X8135.1(72) Deductions from Employees' Salaries, Civil Service Retirement and Disability Fund

24X8135.2(72) Employing Agency Contributions, Civil Service Retirement and Disability Fund

24X8424(72) Employees Life Insurance Fund, Office of Personnel Management

24X8440(72) Employees Health Benefits Fund, Office of Personnel Management

Summary Listing

## B. RECEIPT ACCOUNTS

### 1. General Fund (Miscellaneous) Receipt Accounts (Fund Group)

Major Class Account  
Symbol Title Symbol Title

0800 Fees for Regulatory 720890 Miscellaneous fees for and Judicial Services regulatory and judicial services, not otherwise classified

1000 Fines, Penalties, 721060 Forfeitures of unclaimed and Forfeitures money and property

721099 Fines, penalties, and forfeitures, not otherwise classified

1200 Gifts and Contri- 721299 Gifts to the United butions States, not otherwise classified

1400 Interest on Foreign 721435 General Fund Proprietary Loans and Deferred Interest, Not Otherwise Payments Classified

721466 Interest on loans, Foreign Assistance Act of 1961

2800 Realization Upon 72F2886 Repayment of Foreign Loans and Investments Clearing Account

2900 Repayment of Loans 722941 Dollar repayments of Under Federal Credit loans, Foreign Programs Assistance Act of 1961, AID

3200 Recoveries and 723220 General Fund Proprietary Refunds Receipts, Not Otherwise Classified, All other

3800 Clearing Accounts 72F3845 Proceeds from sale of personal property AID

72F3875 Budget clearing account (suspense)

72F3878 Deposit In Transit Differences (suspense)

72F3885 Undistributed Intragovernmental Payments

### 2. Trust Fund Receipt (Fund Group)

Major Class Account  
Symbol Title Symbol Title

8000-8399 Trust Fund 72F8186.1 Deductions from employees 8500-8999 (departments and agencies) salaries Foreign Service Retirement and Disability Fund

72F8186.3 Voluntary contributions, donations, service credit payments, etc., Foreign Service Retirement and Disability Fund

72F8186.4 Employing agency contributions, Foreign Service Retirement and Disability Fund

72F8186.5 Receipts from Civil Service Retirement and Disability Fund, Foreign Service Retirement and Disability Fund

72X8502(AR) Available Receipts T.A. Dollars Advanced from Foreign Government

72X8502 Technical Assistance, United States Dollars Advanced from Foreign Governments for Technical Assistance, AID (Expenditures and refunds only)

72X8824 Gifts and Donations, AID

2600 Sale of Government 722629 Sale of other real Property property, not otherwise classified

2630 Sale of Equipment 722633 Net proceeds from 2640 and Other Personal surplus and excess Property Other than property in foreign areas Replacement Property

72263 Net proceeds from surplus property in the United States (Required by law to be maintained; 31 U.S.C. 725c)

722649 Proceeds from sale of equipment and other personal property, not otherwise classified

2650 Sale of Scrap and 722650 Sale of scrap and Materials Salvaged materials

2800 Realization Upon 722839 Repayment of loans and Loans and Investments and advances, Government sponsored enterprises, not otherwise classified

722869 Repayments of loans to foreign governments, not otherwise classified

2900 Repayment of Loans 722941 Dollar repayments of under Federal Credit loans, Foreign Assistance Act of 1961, AID

3000 Recoveries and 723019 Recoveries for Government Refunds Refunds property lost or damaged, not otherwise classified

723043 Recoveries, economic and technical assistance to foreign nations

3000 Recoveries and 723049 miscellaneous recoveries Refunds on foreign aid programs

723060 Refunds of erroneous payments

723099 Miscellaneous recoveries and refunds, not otherwise classified

3800 Clearing Accounts 72F3845 Proceeds from sale of personal property, AID

72F3875 Budget clearing account (suspense)

## 2.Trust Fund Receipt Accounts (Fund Group)

Major Class Account

Symbol Title Symbol Title

8000-8399Trust Fund 72F8186.1 Deductions from 8500-8999(departments employees salaries, and agencies) Foreign Service Retirement and Disability Fund

72F8186.3 Voluntary contributions, donations, service credit payments, etc., Foreign Service Retirement and Disability Fund

72F8186.4 Employing agency contributions, Foreign Service Retirement and Disability Fund

72F8186.5 Receipts from Civil Service Retirement and Disability Fund, Foreign Service Retirement and Disability Fund

72X8502(AR) Available Receipts T.A. Dollars Advanced from Foreign Government

72X8502 Technical Assistance, United States Dollars Advanced from Foreign Governments for Technical Assistance, AID (Expenditures and refunds only)

72X8824 Gifts and Donations, AID

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## **APPENDIX 4B**

### PRIVATE SECTOR REVOLVING FUND

#### 1. Purpose and Scope

This appendix covers the financial accounting and internal controls for the Private Sector Revolving Fund authorized under the Foreign Assistance Act of 1961 (FAA), as amended. The accounting for the Private Sector Revolving Fund will be under the general direction of the Loan Management Division in the Office of Financial Management (M/FM/LMD). Guidelines and restrictions on the use of the Fund are briefly explained as well as responsibilities within the Agency.

#### 2. Fund Authority and Description

##### a. Authority

The establishment of the Private Sector Revolving Fund is authorized under Section 108 of chapter 1 of part I of the Foreign Assistance Act of 1961, as amended (the Act). Funds were first made available under this chapter in fiscal year 1984. The authorization for the Fund is that contained in H.R. 2992 as reported by the House foreign Affairs Committee.

#### b. Description

The Private Sector Revolving Fund has been established by Congress to support private sector activities which:

(1) are consistent with the U.S. development assistance policies set forth in section 102 of the Act and with the development priorities of the host country,

(2) are the types of activities for which assistance may be provided under sections 103 through 106 of the Act (i.e., 103 -Agriculture, Rural Development and Nutrition, 104 -Population and Health, 105 -Education and Human Resources, and 106 -Selected Development Activities),

(3) will have a demonstration effect,

(4) will be innovative,

(5) are financially viable,

(6) will maximize the development impact appropriate collections related to the Fund are deposited in the Private Sector Revolving Fund Account in the Treasury by the AID/Washington Cashier in M/FM/CAD. All funds in such accounts may be invested in obligations of the U.S. Government.

b. At the end of each fiscal year, a review will be conducted by PRE with the assistance of M/FM/LMD to determine if the amounts in the Revolving Fund are sufficient to permit the remittance to the U.S. Treasury of an amount equal to a portion or the total amount of any appropriated funds deposited in the Revolving Fund. The review and determination as to the return of funds to the U.S. Treasury will be completed no later than the close of business on the twenty-fifth calendar day following the close of the fiscal year. Funds to be returned to the U.S. Treasury will be reflected on the TFS 2108 Year End Closing Statement for the Revolving fund, prepared and certified by M/FM/LMD, then submitted to M/FM/CAD. Any such remittance shall be deemed to be a decrease in the appropriated funds in the Revolving fund. After remittance has been made equal to the total amount of appropriated funds, the Revolving Fund shall consist and be deemed to consist entirely of nonappropriated funds.

c. If at any time the assets of the Revolving Fund exceed \$100 million, the amount in excess shall be remitted to the U.S. Treasury. This action shall be initiated by M/FM/LMD after receiving clearance from the Bureau for Private Enterprise (PRE). The remittance shall be reflected on the 9/30 TFS 2108 Year End Closing Statement.

d. M/Fresources; i.e., multi-year versus no-year funds. All appropriated funds should be returned to the U.S. Treasury before the assets of the Revolving Fund exceed \$100 million.

e. In the event the Revolving fund is terminated, all unobligated money in the Fund at the time of such termination shall be transferred to and become part of the Miscellaneous Receipts account of the Treasury.

#### 4. Definitions

##### a. Small Business Enterprise

In determining whether an enterprise is a small business enterprise AID shall national Bank for Reconstruction and Development and other international organizations.

##### b. Assets



As used in this section, assets include amounts in the Revolving fund accounts plus the value of investments made with amounts from the Fund plus the current value of outstanding obligations under loans under this section.

c. Revolving Fund

As used in this appendix, Revolving fund includes both accounts 72-4/54341 and 72x4341 at the U.S. Treasury as well as the other assets in the Fund.

5. Guidelines

a. The Private Sector Revolving fund is subject to the Budget Executin Procedures for Federal Credit Programs as outlined in OMB Bulletin No. 80-12 of July 30, 1980. The procedures are contained in AID Handbook 19, Appendix 1A, pages 1A-15 and 1A-16 entitled Credit Controls. The current contact at OMB is Rick Nygard at 395-3670.

b. The funds in the initial deposit to account 72-4/54341 are available for obligation until September 31, 1985.

c. Amounts in the Revolving Fund accounts shall be available for obligation for assistance under this section only to such extent as may be provided in advance by appropriation acts. See Chapter 2 of this handbook for more information on obligation procedures.

d. Assistance may be provided under this section without regard to section 604(a) and 620(r) of the Act. (Section 604(a) concerns source origin restrictions and section 620(r) concerns the prohibition on forgiveness of debt.)

e. Not more than \$3,000,000 may be made available under this section to support any one project.

f. Not more than 50% of the financial support for any project may be provided under this section, and a substantial portion of the financial support for a project assisted under this section must be provided by sources within the host country.

g. Not more than 20% of the assets of the Revolving fund under this section may be used to support projects in any one country.

h. In order to maximize the impact on institution buildings, loans under this section shall be made primarily to intermediary entities, which provide necessary support and services for private sector activities.

i. Loans under this section shall be at or near the interest rate otherwise available to the recipient.

j. A fee may be charged, where appropricounts may be invested in obligations of the U.S. The person(s) designated in M/FM/LMD will have the authority to advise the U.S. Treasury Department (Appropriation and Investment Branch, GAO Building, Room 3855, 441 G Street, N.W., Washington, D.C. 20226) of AID's investment decisions. The persons currently designated in M/FM/LMD are T. McLarn purchase or sale is taking place or the day before. M/FM/LMD will place the call and will follow-up with written confirmation.

c. The Treasury Department, BGFO's Appropriation and Investment Branch (AIB), will prepare and distribute TFS Form 1081-1, Investment Authorization and Schedule of Withdrawals and Credits, for purchases of TFS Form 1081-2, Redemption Authorization and Schedule of Withdrawals and Credits, for sales or maturities. AID will report both sides of the transaction document via the SF 224, Statement of Transactions.

d. Investment accounts include the following:

- (1) 11Investments in U.S. Obligations -Par Value (also known as Federal Security Holdings - at par),
- (2) 21Unamortized Discount, and
- (3) 31Investment Income.

e. Transaction codes are required by the Treasury Department to appear with the appropriation or fund symbol on the TFS Form 1081-1 or 1081-2 when processing security transactions. The Cash Journal transaction codes used by M/FM/CAD for this purpose (i.e., SF 224 reporting purposes) are as follows:

(1) Code 88hXXXX CR. Investment Acct. (par value) XXXX  
DR. Unamortized DiscountXXXX CR.Investment IncomeXXXX

## 7. Responsibilities and Relationships

### a. AID/Washington

(1) The Private Sector Revolving Fund is the responsibility of the bureau for Private Enterprise (PRE). PRE provides centralized direction and coordinates Fund activities with the Loan Management Division (M/FM/LMD) and the overseas posts. This includes PRE preparing the Advices of budget allowance and obtaining clearance from M/FM/LMD before submitting the advices M/FM/CAD for approval.

(2) The Loan Management Division in the Office of Financial Management (M/FM/LMD) maintains the official AID accounts and the accounting controls over the assets, liabilities and the net investment of the Private Sector Revolving Fund. This includes assuring that funds apportioned by the Office of Management and Budget are not overobligated or overexpended and preparing periodic fiscal and financial reports prescribed by the central fiscal agencies. M/FM/LMD assures that the fund is used in accordance with the annual funding plan developed by PRE and within the apportionment controls e deciding whether the small business meets the definition shown above, and collecting and providing fiscal data to M/FM/LMD and PRE.

## 8. Reporting

a. As part of the annual congressional presentation documents submitted to the Congress a description of projects proposed to be funded from the Revolving fund for that fiscal year must be included. To the extent that projects are proposed for funding which are not contained in the annual congressional presentation documents, at least fifteen days advance notification shall be provided to the Congress in accordance with section 634A of the Act (i.e., section 634A - notification of program changes). PRE is charged with this reporting requirement.

b. Not later than December 31 of each year, AID, on behalf of the President, shall submit to the Congress a comprehensive report which details all projects funded under this section during the previous fiscal year, all reflows to the Revolving fund account, and a status report on all projects currently contained in the Fund's portfolio. Such reports shall include, but not be limited to, information regarding numbers and kinds of beneficiaries reached, amounts and kinds of benefits provided by the funded projects to targeted populations, and a justification for projects within the context of the goals and objectives of the U.S. development assistance program. PRE is charged with this reporting requirement.

c. In response to regulatory requirements, fiscal and financial reports are submitted as required to the Treasury Department, Office of Management and Budget and other interested agencies. M/FM/LMD is charged with preparing.